

Annual Accessibility Status Report 2015

SECTION A - General

| | Barrier or Accessibility Issue | Type of Barrier | Recommended Solution | AODA Deadline | Status |
|---|---|------------------------|--|--|---|
| 1 | Statement of organizational commitment. | Admin | Capture statement of organizational commitment to accessibility in Oxford County Strategic Plan. | January 1st, 2013 | Compliant - statement captured in Multi-Year Plan. |
| 2 | Establish, implement and maintain a multi-year accessibility plan outlining the County's strategy to prevent and remove barriers. | Admin | Review accessibility plan with staff and AAC. Seek Council approval. Communicate to public/ post on website and provide the plan in an accessible format upon request. | January 1st, 2013; 5 year review due January 1st, 2018 | Compliant - Multi-Year Plan posted on website. Must review & update at least once every 5 years in consultation with AAC. |
| 3 | Prepare annual status report on progress of measures taken to implement strategy in Multi-Year Plan. | Admin | Review and update status report during annual business plan/budget process. Post on website and provide in an accessible format upon request. | January 1st, 2013. Annual requirement. | Annual requirement. |
| 4 | Incorporate accessibility design, criteria and features when procuring or acquiring goods, services or facilities. | Admin | Include accessibility criteria and features in Oxford County purchasing policy. | January 1st, 2013 | Compliant - Purchasing Policy No. 6.7 updated May 14, 2014 to include accessibility provisions. |
| 5 | Incorporate accessibility features when designing, procuring or acquiring self-service kiosks. | Physical | Ensure self-serve kiosks are accessible in accordance with the IASR. | January 1st, 2013 | Compliant. Coin laundry in housing facilities have Braille. Library kiosks accessible. |

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| 6 | Provide training on the requirements of the accessibility standards and Human Rights Code. | Educational | Provide ongoing training re accessibility standards to all employees, volunteers, policy developers and anyone who provides goods and services on behalf of the organization. Training must be appropriate to employee work duties and must be updated as required to incorporate any changes to County accessibility policies. | January 1st, 2014 | Compliant - incorporated into orientation sessions for new employees. |
| 7 | Keep a record of training provided including dates and number of individuals. | Admin | Manage, maintain and monitor all accessible training records. | January 1st, 2014 | Compliant |

SECTION B - Information & Communications

| | Barrier or Accessibility Issue | Type of Barrier | Recommended Solution | AODA Deadline | Status |
|---|--|------------------------|--|----------------------|---------------|
| 1 | Feedback processes must be available in an accessible format and with communication supports upon request. | Admin | Develop feedback process and communicate to staff. | January 1st, 2014 | Compliant |
| 2 | Upon request, provide information in accessible formats and with communication supports at the same cost charged to others. | Educational | Publicize the availability of accessible formats and communication supports. | January 1st, 2015 | Compliant |
| 3 | Emergency procedures, plans and public safety information must be made available to the public in an accessible manner upon request. | Educational | Ensure plans and public safety information available to the public can be accessed by persons with disabilities (eg. website). | January 1st, 2012 | Compliant |

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| 4 | Internet websites and web content must conform to WCAG 2.0 at Level A. | Admin | In-house development of system. | January 1st, 2014 | In progress. |
| 5 | Internet websites and web content must conform to WCAG 2.0 at Level AA. | Admin | In-house development of system. | January 1st, 2021 | On target |
| 6 | Accessible library materials. | Physical | Oxford County Libraries to provide access to accessible formats where they exist. | January 1st, 2013 | Compliant |

SECTION C - Employment Standards

| | Barrier or Accessibility Issue | Type of Barrier | Recommended Solution | AODA Deadline | Status |
|---|---|------------------------|--|----------------------|--|
| 1 | Provide and publicize the availability of accommodation in the recruitment and hiring process. | Admin | Develop and implement AODA action plan. | January 1st, 2014 | Compliant - wording included in Recruitment Policy and job postings. Council has adopted temporary and permanent accommodation policies. Also included in offer letters. |
| 2 | Provide individualized workplace emergency response information to employees with a disability. | Admin | Develop and implement workplace emergency response plan. | January 1st, 2012 | Compliant |
| 3 | Provide documented individual job accommodation plans and return to work processes for employees with disabilities. | Admin | Develop and implement AODA action plan. | January 1st, 2014 | Compliant |

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| 4 | Accessibility needs of employees considered during performance management, career development and redeployment processes. | Admin | Develop and implement AODA action plan. | January 1st, 2014 | In progress - wording to be incorporated into 2016 Performance Management Policy update. |
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SECTION D - Design of Public Spaces

| | Barrier or Accessibility Issue | Type of Barrier | Recommended Solution | AODA Deadline | Status |
|---|---|------------------------|--|----------------------|---------------|
| 1 | Exterior paths of travel, like sidewalks, ramps, stairs, curbs, accessible pedestrian signals, and rest areas must meet accessible design requirements. | Physical | Incorporate integrated accessible standard requirements for all new construction and redevelopment. | January 1st, 2016 | On target. |
| 2 | Accessible parking (eg. employee parking spaces, etc.) | Physical | Incorporate integrated accessible standard requirements when constructing all new or redeveloped parking lots/ spaces. | January 1st, 2016 | On target. |
| 3 | Accessible parking signage. | Physical | Identify signage deficiencies and ensure compliance with Highway Traffic Act and IASR. | January 1st, 2016 | On target. |
| 4 | Service related elements like service counters, fixed queuing lines and waiting areas (reception and/or waiting rooms). | Physical | Incorporate integrated accessible requirements to ensure compliance with IASR. | January 1st, 2016 | On target. |

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| 5 | Area zoning by-laws to be updated to incorporate O.Reg.413/12. | Admin | Review and amend zoning by-laws to include accessibility standards in accordance with AODA, O.Reg.191/11 as amended by O.Reg.413/12. | January 1st, 2016 | Compliant - Planning is assisting each of the Area Municipalities to incorporate the required accessible standards into their zoning by-laws. Note: zoning by-laws are a lower tier function. |
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SECTION E - Ontarians with Disabilities Act, 2001

| | Barrier or Accessibility Issue | Type of Barrier | Recommended Solution | ODA Deadline | Status |
|---|---|------------------------|--|---------------------|---------------|
| 1 | Information and directional signage within each facility. | Physical | Ensure signage is incorporated into standard guidelines for design and construction. Replace existing signage where required. Ensure compliance with FADS. | Long-term | Ongoing. |
| 2 | Consistent use of directional and descriptive signage for municipal properties and facilities (i.e. signage from parking locations to entrances). | Physical | Develop procedure to ensure standard across all facilities and services. Comply with FADS. Implement signage strategy. | Short-term | Ongoing. |
| 3 | County facilities require audio/visual alarms for persons with visual/hearing impairments (staff and clients). | Physical | Investigate availability/costs of CSA approved/universal designed alarms. | Long-term | In progress. |

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| 4 | Facilities require automatic doors that are routinely checked for proper functionality - review County Square in particular for location of automation. | Physical | Investigate automatic doors for County facilities if feasible. Implement procedures for routine maintenance to ensure continued functionality. | Long-term | Ongoing. |
| 5 | Implementation, distribution and promotion of the adopted Facility Accessibility Design Standards (April 26, 2006). | Admin | Encourage application of the FADS within all County departments. | Ongoing | Ongoing. |
| 6 | Inventory of County-owned accessible features, services and facilities. | Physical/ Admin | Develop a tool from existing resources that will indicate all accessible features of municipal facilities. Conduct audit of County-owned facilities. | Short & long-term | Ongoing. |
| 7 | Social housing buildings. | Physical | Increase modified/accessible units within social housing portfolio. | Long-term | Ongoing. |